Form No. H-37—100,000—6-8-48

Revenue (1948) Department

M.S SERIES.

T.O. No. 1897

Dated 6-8-'48

[Despatch Abstract.]

Prohibition - [illegible] - Enforcement - Min. of the post of I L.I.C. in each of the 8 offices of the Dy. Prohibition Officers into that of [illegible]

Book Papers.

G.O.	No.	Department.	Date.	G.O.	No.	Department.	Date.

Further Papers.

No.	Department.	Date.	G.O.	No.	Department.	Date.

BOARD OF REVENUE (EXCISE) DEPARTMENT

Sub: Establishment - Clerks - Ceded districts - conversion of certain lower division posts into Upper division - Proposals

Read:- G.O.No.615, Revenue, dated 19-3-1948 and Memo. No.4640 D/47-1C, Revenue, dt. 29-5-48.

Station: Triplicane,Madras-5/CR.No.18917 Abk/48,dt.11-6-48.

From

Md.Munzoor Husain Khan Sahib Bahadur,B.A.(Hons.)
Asst.Secretary, Board of Revenue,(Excise)

V.N.Kudva Esq., CIE., I.C.S,
Member, Board of Revenue and Commissioner of Land Revenue, Excise and Prohibition.

REFERENCE:-

The Board submits that under the sanction conveyed in the Government orders cited, 3 lower division clerks are employed in each of the offices of the 8 Deputy Prohibition Officers in the ceded districts. One of them works as head clerk with the following distribution of work.

1. Establishment, leave and transfers.
2. Maintenance of service books.
3. Pension papers.
4. Preparation of pay bills, T.A.Bills, Reward bills, contingent bills and miscellaneous bills of advances et
5. Reward series.
6. General correspondence and that relating to account matte
7. Drawal of monthly Special Temporary advance bills and submission of detailed contingent bills.
8. Maintenance of Stores, Stationery, clothing, Library and register of probationers.
9. Returns and periodicals.
10. Supervision work of other 2 clerks' work.
11. General discipline and guarding arrangements.

The volume of work has increased alround due to general increase of executive staff and particularly under travelling allowance as travelling allowance bills and to be prepared every month for tour Travelling allowance since the Fixed Travelling Allowance system has been abolished. There is also and appreciable increase in the work under "reward series" owing to the detection of a larger number of cases which show no signs of decrease. It is submitted that the volume of work of the head clerk is very heavy for a Lower division clerk. The services of more experienced clerks with better status are absolutely necessary in the interests of efficiency. The Board therefore requests that the Government may be pleased to sanction the conversion of the 8 Lower Division posts of Head clerks of Deputy Prohibition Officers' Offices in the Ceded districts into those of Upper division.

The extra cost involved is Rs.3,216/- per annum. The expenditure will be met by re-appropriation of funds during the current year under "8.Provincial Excise."

Sd. Munzoor Husain,
Asst.Secretary.

To the Secretary to Government, Revenue Department.

p.t.o.

GOVERNMENT OF MADRAS

Abstract.

Prohibition - Ceded Districts - Enforcement - Ministerial-staff - Conversion of the post of one Lower Division clerk in each of the 8 offices of the Deputy Prohibition Officers into that of Upper Division clerk - Sanctioned.

-x-x-x

NOTE-FILE.

Revenue Department.

TO A.S.

The proposal dealt with in this file is that the post of 1 l.d. clerk in each of the 8 offices of the Dy.Prohn. Officers in the Ceded Dts. may be converted into u.d. clerkIs posts. In the interests of efficiency and in view of the need -for the employment of experienced men to cope with the prohibition work, this proposal was submitted by the Bd.of Rev. This Dept. and Fin. have accepted the Bd's recommendation. The cost of the proposal works out to Rs.3,400/- p.a. A draft order is subd. for approval.
May be circulated to H.M.(F.D.) and H.M.(Fin.)

Gd. x x/21-7-48. Sd. x x 22-7-48./D.S.

H.M.(F.D.) Sd. x x /23-7.
" " (Fin.) Sd. B.G.R./8-8.

/True copy/

R. Thiagarajan 20.1.54

Office Assistant,
Madras Record Office.

PSR. 19-12-53.

22-1-54 22.1.54